

Minutes of the REGULAR Meeting of the Board of Education
Community Unit School District No. 4, Champaign County, Illinois
Mellon Administrative Center, 703 S. New Street, Champaign, Illinois
December 8, 2008 Within the Boundaries of Said District

Regular Meeting

Board President Dave Tomlinson called the Regular Meeting of the Board to order at 7:02 p.m.

Board Members Present

Nathaniel Banks, Arlene Blank, Kristine Chalifoux, Sue Grey, Scott MacAdam, Greg Novak, Dave Tomlinson

Staff Members Present

Superintendent Arthur Culver, Deputy Superintendent Dorland Norris, Assistant Superintendent Beth Shepperd, Assistant Superintendent Michael McFarland, Chief Financial Officer Gene Logas, Special Projects Administrator Joe Davis

Guests

Representatives from CFT, and local media and other interested persons

Approval of Agenda

Sue Grey moved, with a second by Scott MacAdam, to approve the amended agenda. The motion carried on voice vote. Human Resource Changes - moved to Closed Session.

Recognitions

Assistant Superintendent Beth Shepperd announced that November 15 was School Board Members Day in Illinois. She recognized the Board on behalf of the administration, students and community for their dedication and service to Unit 4 in honor of School Board Member Day. The Administration honored the Board of Education by donating a book in their name to each school library.

PTA Council

PTA Council President Nancy Hoetker thanked Superintendent Culver and Assistant Superintendent McFarland for attending the December 4th meeting and providing an update to the Council related to District issues.

Reports/Discussion

Academic Spotlight – Robeson Elementary

The Academic Spotlight was pulled from the agenda for presentation at the January 12th Board meeting.

Consent Decree Update – Special Education

Executive Director Dedrick Martin provided a brief Consent Decree update related to special education. On September 3, 2008, the Court ordered the District to submit its plan for accelerating progress in the areas of concern identified by Court Monitor Dr. Robert Peterkin. The District submitted its Plan on November 3, 2008. The 2008 Acceleration Plan documents the School District's plan to accelerate progress in the following areas: high school achievement,

discipline, and attendance and graduation rates; and special education. A copy of the Special Education Acceleration Plan was shared.

The Special Education section of the Acceleration Plan focuses on the following areas/action items:

- Pre-Referral Process
 - Interventions
 - BIT Improvement
- Evaluation Process
 - Eligibility Audits
 - Non-Discriminatory Evaluation Instrument Protocol
 - Early Elementary
- Achievement
 - Academic Support Interventions
 - Reading Supports
 - Inclusion
 - C-D-F Middle School Watch List
 - Identification Monitoring
- Family Engagement
 - Advisory Committee
 - Family Training

Staff development needs are outlined in the Implementation steps of Action Items. Costs for materials and staff development will be paid for through the IDEA grant.

Personnel listed in the Accountability section of each action item will be responsible for monitoring of implementation, as well as reporting on the outcome measure of each action item. Additionally, the Special Education Department monitors progress towards District, department, and Consent Decree goals quarterly through reports to the Court Monitor.

Presentation of 2007/2008 Audit by Virshow Krause & Company

Chief Financial Officer Gene Logas provided a brief update on the current financial status of the District. Administration is pleased with the independent auditor's opinion on the 2007-08 financial statements. For three consecutive years, the District has received a "clean" or unqualified opinion that the Financial Statements were prepared in accordance with Generally Accepted Accounting Principles. This is the best opinion that an audit client can receive.

The "clean" opinion will result in lower interest rates on bonded debt, if it should be sold in the future. Rating agencies like Standard & Poor's and Moody's take the "unqualified" opinion into consideration when issuing a rating on a governmental unit. A positive audit equals a positive rating and, thus, lower interest rates.

Virshow Krause Auditor Jason Coyle provided a brief report on the 07/08 audit which included financial highlights; an overview of the financial statements, district-wide financial analysis, and district-wide revenues by source and by function.

2009/2010 & 2010/2011 Proposed Calendars (Traditional & Balanced)

Director George Stanhope presented the recommendations from the committee on the proposed calendars for the 2009/2010 and 2010/2011 school years. The committee, which was comprised of parents, teachers, support staff, principals, Board members, and District administrators, met during the first semester of the current school year to develop the proposed 2009/2010 and 2010/2011 school calendars for both the Regular and Balanced calendar schools. The committee discussed calendar development parameters established by the Illinois State Board of Education and District-specific considerations in the process of preparing the proposed calendars. Such considerations included:

- Attention to factors (e.g., continuity of instructional time, state testing, etc.) to promote a positive learning environment for students and work environment for staff;
- Holding semester exams and the end of 1st semester before winter break;
- Sensitivity to the placement of the fall and spring Holidays respective to families traveling over designated holiday breaks and other variables;
- Alignment with the University of Illinois spring break;
- Adherence to teacher contract language relative to the design of the school calendars;
- Alignment of the Regular and Balanced calendars to allow all District staff to be trained together on designated Institute days or District school improvement days;
- Alignment of the end of the 2nd quarter (end of 1st semester) 3rd quarter, and 4th quarters (end of school year) between the Regular and Balanced calendars;
- President's Day, the third Monday of February, will be observed as a school holiday instead of February 12, President Lincoln's birthday.

The District calendar development process serves to maximize the incorporation of the above considerations into a well-designed calendar to meet the multiple needs of the many stakeholders served by Champaign Unit 4. The proposed calendars for the 2009/2010 and 2010/2011 school years will be placed for public viewing.

There are no foreseen ADA implications in the development of these calendar proposals that could impact District funding by the State of Illinois

Action Agenda

Greg Novak moved, with a second by Nathaniel Banks, to approve the policies as presented. The motion carried on roll call. Ayes 7. Nays 0.

Proposed Board of Education Policies (450.02; 720.16; & 840)

Director Judy Wiegand presented the proposed policies/procedures which represent the District's continued effort to update the Policy and Procedures Manual.

Policy 450.02 BUILDINGS AND GROUNDS MANAGEMENT – Cleaning Program

Policy was updated to indicate that for each District school with 50 or more students, the Superintendent shall establish and supervise a green cleaning program.

Policy 720.16 Health Examinations, Dental Examinations, Immunizations and Exclusions of Students

Policy was updated to include eye examination and diabetes screening.

Policy 840 SCHOOL – COMMUNITY RELATIONS

Policy was updated to indicate that all visitors must report to the principal's office to sign in, show identification, and wear a visitor's badge to remain on school property.

Board of Education Proposed Procedure 620R - District-Approved Reading Title Process:

Director Judy Wiegand presented the proposed procedure which represents the District's continued effort to update the Policy and Procedures Manual. Procedure 620R was updated to indicate written guidelines for the selection of reading titles in grades 6-12. The proposed procedure will be submitted for Board approval at the January 12, 2009 Board meeting.

Challenge of Instructional Materials

Sue Grey moved, with a second by Scott MacAdam, to accept the report submitted by the committee, and allow the continued use of *The Kite Runner* for English 205. A second reading selection will also be made available for students in English 205 for summer reading. The motion carried on roll call. Ayes 7. Nays 0.

Director Judy Wiegand presented information related to a formal complaint which was submitted regarding the use of *The Kite Runner* as a summer reading assignment in English 205 (sophomore level course). Per Board Policy 620R, a committee reviewed the complaint and recommended continued use of this novel in English 205. On October 27, 2008, the Board rejected this recommendation. The Board requested to revisit this issue as an action item for the December 8, 2008 Board Meeting.

Several parents, teachers, and community members spoke in support of the continued use of the novel in English 205.

The Board of Education took a recess at 9:25 p.m.

The Board of Education reconvened at 9:29 p.m.

Public Hearing & Adoption of 2008 Tax Levy (2009/2010 School Year) (Exhibit "A")

Sue Grey moved, with a second by Scott MacAdam, for the Board to conduct a public hearing related to the proposed tax levy adoption.

Board President Tomlinson read the resolution into the minutes.

A public hearing was held at 9:30 p.m.

Chief Financial Officer Gene Logas provided a brief overview related to the proposed tax levy adoption. The Truth-in-Taxation Act requires that when a school district's proposed tax levy exceeds the previous year's levy by 5%, a public notice of such intent must be advertised. The appropriate Resolution of intent to increase the levy by more than 5% was approved by the Board of Education on November 10th and published in the News-Gazette as required, on Wednesday, November 26, 2008.

Comments from the general public should be heard during the public hearing. The Certificate of Levy must be filed with the County Clerk on or before the last Tuesday in December.

The 2008 total projected tax levy is \$70,825,885. Total projected EAV is \$1,921,340,546. The levy requested of \$72,724,059 is substantially higher because EAV and the amount of new construction are only estimates today.

There were no public comments.

The public hearing was closed at 9:34 p.m.

Sue Grey moved, with a second by Arlene Blank, to approve the proposed tax levy adoption as stated in the "Resolution Concerning and Effecting Tax Levy for 2008" and directed the Chief Financial Officer to file the Certificate of Tax Levy with the County Clerk prior to the last Tuesday in December. The motion carried on roll call. Ayes 7. Nays 0.

Resolution to Adopt 403(b) Document for Champaign Unit 4 School District (Exhibit "B")

Arlene Blank moved, with a second by Sue Grey, to approve the Resolution and Plan Document as presented. The motion carried on roll call. Ayes 7. Nays 0.

Chief Financial Officer Gene Logas provided a brief overview regarding the Resolution and Plan Document. The Internal Revenue Service recently issued new regulations effective January 1, 2009 regarding 403(b) plans which significantly increase the administrative and reporting responsibilities of the District. These requirements include making the District responsible for the review and approval of any transaction made to any account that is part of the sponsored 403(b) plan. Failure to properly administer the Plan could lead to significant penalties and costs both to the District and the employee. If audited by the IRS and found non-compliant with the new rules, penalties include forfeiture of all contributions, retroactive recognition of all contributions as taxable income, and dissolution of the Plan for all employees. To prevent this from happening, the District has worked closely with the Association of School Business Officials (ASBO), TSA Consulting Group, CFT and CESP Leadership. The Resolution and new Plan Document will continue to provide maximum flexibility for our employees while protecting the District and ensuring compliance with all IRS regulations.

Resolution – County School Facility Occupation Tax (Exhibit "C")

Kristine Chalifoux moved, with a second by Greg Novak, to adopt the Resolution requesting the County Board to impose a one percent sales tax for school facility purposes for submission to the electors of Champaign County at the general election to be held on April 7, 2009. The motion carried on roll call. Ayes 7. Nays 0.

Chief Financial Officer Gene Logas provided a brief report related to the County School Facility Occupation Tax. All school districts in Champaign County are in the process of passing a Resolution calling for a county-wide vote on April 7, 2009 on a one percent sales tax increase for school construction. The Board of Education promised to repay all the construction related outstanding debt of the District with those proceeds. That is estimated to cost \$15,060,000 and will result in the average taxpayer (with at \$150,000 market value home) receiving a reduction of about \$35.00 in property taxes. The remaining estimated \$55 million in bond proceeds will be utilized to add the Court mandated north side seats and other construction projects as prioritized by the Board of Education.

Consent Agenda

Sue Grey moved, with a second by Nathaniel Banks, to approve the Consent Agenda. The motion carried on roll call. Ayes 7. Nays 0.

The Board of Education approved the following Consent Agenda items:

High School Course Proposals/Handbook Changes

The Board of Education approved the 2009-2010 High School Curriculum Handbook as presented.

Consistent with the District's focus to provide educational opportunities that are relevant and stimulating to students, the faculties of Central and Centennial High Schools recommended revisions to course offerings for the 2009-2010 school year. The changes were presented after an extensive process of curriculum evaluation by the building principals, individual departments, and counselors of both schools. The revisions include course deletions, proposals for pilots, and clarification/explanation of both general information and specific course descriptions.

Each spring, Central Office administrators and the high school principals determine staffing allocations for the next school year. The allocations are dependent on student enrollment numbers in the courses outlined in this handbook.

High school courses that require summer writing will be considered for approval following the guidelines outlined in the Curriculum Development and Evaluation Guide. Funds are budgeted for summer writing. Pilot courses will be evaluated using the procedures described in the District's Curriculum Development and Evaluation Guide.

Champaign-Urbana Community Schools Foundation (CUSF) Financial Support

The Board of Education approved a \$5,400 contribution to the CUSF to help offset administrative operating expenses of the Foundation for the 2008/2009 school year.

The Boards of Education of both Champaign Unit #4 and Urbana Unit #116 have traditionally supported the CUSF with an annual financial contribution of \$5,400 to help underwrite the administrative operating expenses of the Foundation. The District has received approximately \$80,000 in grant funds from the C-U School Foundation in the last six years.

Proposed Increase in Hours & Benefits for Middle School Cafeteria Managers

The Board of Education approved increasing the Middle School Cafeteria Managers from seven hours a day to eight hours a day and providing full health insurance benefits to them.

Earlier this year the Board approved increasing the High School Cafeteria Managers hours from seven to eight. The reason for the increase was to provide adequate supervision throughout the day to a staff that was working staggered shifts equal to an eight hour day. The increase of one hour per employee also produced full health insurance benefits for the two High School Cafeteria Managers. The District now faces a similar situation at the middle schools. Administration believes that extending the three Middle School Cafeteria Managers hours to eight hours and extending full health insurance benefits to them will improve supervision and the retention of staff. The total increase in cost for the above recommendation should be no more than \$21,000 per year.

ROE Annual Facilities Inspection

The Board of Education accepted the ROE Annual Facilities Inspection that was presented. Each school year the Regional Office of Education is required by Illinois School Code and the Illinois Board of Education to visit each school facility within its region to assess the condition of the facilities utilizing a "Health/Life safety checklist". This visit took place in the Champaign School District during the months of February through May of 2008. The inspection was completed and a final report of the inspection was provided to the Superintendent in June of 2008. The District has 45 days to respond to the inspection report. A report to the ROE was given on the non-compliance items within this time frame.

Centennial E-Plan

The Board of Education approved the Centennial High School E-Plan as required by ISBE for schools in AWS.

The *No Child Left Behind Act of 2001* requires all states to measure each public school's achievement and establish annual achievement targets for the state toward the goal of all students (100%) meeting or exceeding standards by SY2014 in Reading and Math. The AYP target for SY2008 was 62.5% meets and exceeds. Schools not making AYP for four consecutive years are placed in Academic Watch Status (AWS). In AWS, a school must develop a school improvement plan (SIP) using the Illinois State Board of Education (ISBE) E-Plan template, have the SIP go through a peer review, have the SIP approved by the local School Board, and submit an E-Plan to ISBE by January 1. A school must make AYP for two years to be removed from the Watch List. A school making AYP for one year while on the Watch List freezes the school at their current status level.

Centennial High School is in the fourth year of not making AYP and is in AWS. A restructuring plan will need to be developed for Centennial if they do not make AYP for a fifth year. (Central is currently developing a restructuring plan to submit to ISBE by February 13, 2009.) Centennial High School did not make AYP in SY2008 for Economically Disadvantaged students with 25.8% of Economically Disadvantaged students meeting or exceeding state standards in Reading and 20.6% of Economically Disadvantaged students meeting or exceeding state standards in Math. At the state level in SY2008, 28% of Economically Disadvantaged students met or exceeded state standards in Reading and Math. Centennial needed 37.4% of Economically Disadvantaged students to meet or exceed in Reading and 34.1% met or exceed in Math to make Safe Harbor, an alternative method of making AYP based on a percent increase in student scores toward the goal of 100%.

Centennial High School has completed an E-Plan based on SY2008 PSAE data. The E-Plan is an accountability document and only requires schools to address areas where they did not make AYP. The Centennial E-Plan went through a peer review on November 10 and December 3, 2008.

District E-Plan for Response to Intervention (RtI)

The Board of Education approved the District's E-Plan on RtI for submission to ISBE.

Response to Intervention (RtI) is "the practice of providing 1) high-quality instruction /intervention matched to student needs; 2) using learning rate over time and level of

performance; & 3) make important educational decisions” (*Batsche, et al., 2005*). This means using differentiated instructional strategies for all learners, providing all learners with scientific, research-based interventions, continuously measuring student performance using scientifically research-based progress monitoring instruments for all learners and making educational decisions based on a student’s response to interventions. (*The Illinois State Response to Intervention (RtI) Plan*)

Champaign Unit 4 has been implementing the above described practices over the course of the last five years. The extensive work on the related policies, programs, and processes is described in detail in the Consent Decree reporting, most recently in the 1st Quarterly report for SY2009. The District’s RtI plan aligns with the District’s Strategic Plan, Collaboration Plan, and Operational Plan. The District has established an RtI committee to oversee the organization of the policies, programs, and practices currently in place and in development around the framework of RtI. The primary work of the committee for fall 2008 has been to develop a common understanding of RtI among committee members related to current programs and practices in the District with a focus on Reading. The RtI plan submitted to ISBE directly reflects the outcomes of conversations from this committee, as well as the results of program evaluation in the areas of Reading and Literacy Support.

The Illinois State Board of Education (ISBE) requires all school districts to submit a RtI plan using the E-Plan (electronic improvement plan) by January 1. In consultation with the Champaign-Ford Regional Office of Education, the main focus of the District’s RtI plan submitted to ISBE is Reading. The E-Plan is ISBE’s accountability document for school improvement planning, including RtI and special education. The District submitted an E-Plan when it did not make AYP in SY2007 addressing areas identified as deficient (Reading for African American students) based on ISAT/PSAE testing; the District is not required to resubmit a full plan this year. In addition to the RtI plan, the Special Education Department was required to submit objectives through the District’s E-Plan format this year, while related, these objectives are not specifically part of the District’s RtI plan.

The District’s RtI plan (current focus on Reading) includes the following objectives:

K-5 ELA

1. All elementary buildings will have a fully-implemented Literacy Support Team based on Linda Dorn’s Comprehensive Intervention Model (CIM) including trained interventionists (i.e., Reading Recovery, Literacy Support, and Special Education) and a literacy coach. Buildings will monitor all students for progress in meeting grade-level standards through an assessment wall and the principal’s monitoring sheet. All PreK-5 teachers will have ongoing access to professional development on literacy curriculum and instruction through an imbedded literacy coach.
2. All buildings will have an operating Behavior Intervention Team (BIT) operating in a highly effective manner.
3. Diagnostic and curriculum-based assessments will be identified for Universal Screening.
4. A Universal Intervention Framework (UIF) will be identified for literacy support and special education interventionists to provide a seamless delivery of tiered instruction for struggling students. (ESL teachers will also be included in UIF.)

5. An educational program and informational materials will be developed for educating staff, administrators, and stakeholders on RtI to develop a common understanding of the initiative and related District programming.
6. All PreK-5 teachers will have access to ongoing staff development in literacy through a coach imbedded in the building. The coach will support staff in data analysis to guide instruction, provide professional development and modeling to improve instruction, and support monitoring of individual students and interventions. All literacy coaches are interventionists (literacy support) working 50% of their time directly with students.

6-12 ELA

1. All middle level teachers will receive on-going professional development on balanced literacy.
2. A clearly defined content area literacy model will be implemented at all secondary schools. This model will be developed in collaboration with the University of Illinois Center for Education in Small Urban Communities.
3. Literacy and math coach positions will be redefined to include coach and interventionist responsibilities.
4. The high school ELA curriculum will be aligned with the Illinois Assessment Framework and essential skills will be defined for each grade level in the areas of reading and writing.

District RtI committee members:

George Stanhope, Gregory Kneller, Judy Wiegand, Karla Melika, Myra Gillespie, Brenda Giesler, Grace Reynolds, Murial D. Bondurant, Mary Ellen Hayes, Heather Livengood, Donna Reed, Jill Flodstrom, Mary Coash, Carol Wood, Trevor Nadrozny, Sarah Evans, Kelli Shirley, Polly Hill, Tricia Kassem, Anita Andrews, Angie Lee, Kathleen Bribriesco, Leslie Sullivan, Laura Roberts-Andrejasich, Nicole Schallhorn, Catherine Buckley, Elizabeth Goldsmith-Conley, Nancy Parker, Stacy Conlee, Sarah Hannus, Patricia Bates, Mindy Kelley, Suzanne Gibbons, Deb Foertsch.

An open invitation was made to all District administrators, coordinators, and special education staff with a request to share with the invitation with general education teachers, literacy support and parents. Finding is allocated through existing budgets.

Board Minutes

The Board of Education approved the October 20 & 27, 2008 & November 5 & 10, 2008 Board meeting minutes as presented.

Bills & Treasurer's Report (Exhibit "D")

The Board of Education approved the Bills and Treasurer's Report as presented.

Executive Session

Kristine Chalifoux moved, with a second by Scott MacAdam, to adjourn into *Closed Session* in accordance with the Illinois Open Meetings Act (5 ILCS 120/2c) to consider Personnel related to employee appointments, employments, compensation, dismissals, complaints 120/2(c)(1); Negotiations 120/2(c)(2); Student Discipline 120/2(c)(9); and Pending Litigation in Johnson, et al. v. Board of Education of Champaign Community Unit School District #4, Case No. 00-1349

(U.S.D.C. Central District of Illinois) 120/2(c)(11). The motion carried on roll call. Ayes 7. Nays 0.

The Board convened into *Closed Session* at 9:59 p.m.

Board President Tomlinson left the meeting at 10:11 p.m.

The Board convened into *Open Session* at 11:06 p.m.

Open Session

Student Discipline

Greg Novak moved, with a second by Nathaniel Banks, to expel student #590071 from Jefferson Middle School for the remainder of the 08/09 school year and reassigned to READY for violating Conduct Code #18 (Physical Confrontation with Staff) and Code #19 (Physical Confrontation with Student) of the Champaign Unit #4 Student Code of Conduct. The student may return to the regularly assigned school following the expulsion period provided the student has completed the requirements of the alternative school. The motion carried on roll call. Ayes 6. Nays 0.

Kristine Chalifoux moved, with a second by Sue Grey, to expel student #560356 from Franklin Middle School for the remainder of the 08/09 school year and reassigned to READY for violating Conduct Code #18 (Physical Confrontation with Staff) and Code #07 (Disruptive Behavior) of the Champaign Unit #4 Student Code of Conduct. The student may return to the regularly assigned school following the expulsion period provided the student has completed the requirements of the alternative school. The motion carried on roll call. Ayes 5. Nays 1. Board Member Banks voted Nay.

The Board convened into *Closed Session* at 11:10 p.m.

The Board convened into *Open Session* at 11:22 p.m.

Open Session

Student Discipline

Scott MacAdam moved, with a second by Kristine Chalifoux, to expel student #620260 from Jefferson Middle School for the remainder of the 08/09 school year and reassigned to READY for violating Conduct Code #18 (Physical Confrontation with Staff) and Code #19 (Physical Confrontation with Student) of the Champaign Unit #4 Student Code of Conduct. The student may return to the regularly assigned school following the expulsion period provided the student has completed the requirements of the alternative school. The motion carried on roll call. Ayes 6. Nays 0.

Nathaniel Banks moved, with a second by Sue Grey, to expel student #631381 from Centennial High School for the remainder of the 08/09 school year and the first semester of the 09/10 school year, and reassigned to READY for violating Conduct Code #18 (Physical Confrontation with Staff) and Code #07 (Disruptive Behavior) of the Champaign Unit #4 Student Code of Conduct. The student may return to the regularly assigned school following the expulsion period provided the student has completed the requirements of the alternative school. The motion carried on roll call. Ayes 6. Nays 0

The Board convened into *Closed Session* at 11:22 p.m.

The Board convened into *Open Session* at 11:51 p.m.

Open Session

Notice to Remedy (certified employee) (Exhibit "E")

Greg Novak moved, with a second by Scott MacAdam, to adopt the Resolution authorizing a Notice to Remedy (certified employee #163603). The motion carried on roll call. Ayes 6. Nays 0.

Board Vice President Blank read the resolution into the minutes.

Human Resource Changes (Exhibit "F")

Scott MacAdam moved, with a second by Sue Grey, to approve the Human Resource Changes as presented. The motion carried on roll call. Ayes 6. Nays 0.

Upgrading/Change in Pay (Business Office)

Greg Novak moved, with a second by Sue Grey, to approve classification upgrades for secretaries in the Business Office, retroactive July 1, 2008. The motion carried on roll call. Ayes 6. Nays 0.

The Board convened into *Closed Session* at 11:57 p.m.

Board Member Chalifoux left the meeting at 12:00 a.m.

The Board convened into *Open Session* at 12:11 a.m.

Open Session

Pending Litigation in Johnson, et al. v. Board of Education of Champaign Community Unit School District #4, Case No. 00-1349 (U.S.D.C. Central District of Illinois) related to Climate Survey

Greg Novak moved, with a second by Nathaniel Banks, to hire Aber & Associates to conduct a climate survey, which is required under the Collaboration Plan. The motion carried on roll call. Ayes 5. Nays 0.

The Board convened into *Closed Session* at 12:12 a.m.

The Board convened into *Open Session* at 12:29 a.m.

Adjournment

There being no further business, Sue Grey moved, with a second by Scott MacAdam, to adjourn the meeting at 12:29 a.m. on December 10, 2008. The motion carried on voice vote.

Board Approved: January 12, 2009